

over \$26,640. Median annual earnings in the industries employing the largest numbers of guards in 1997 are shown below.

Real estate operators and lessors .....	\$20,300
Hospitals .....	19,500
Hotels and motels .....	18,000
Miscellaneous amusement and recreation services .....	15,800
Miscellaneous business services .....	14,800

Depending on their experience, newly hired guards in the Federal Government earned \$16,400 or \$18,400 a year in 1999. Beginning salaries were slightly higher in selected areas where the prevailing local pay level was higher. Guards employed by the Federal Government averaged about \$26,300 a year in early 1999. These workers usually receive overtime pay as well as a wage differential for the second and third shifts.

**Related Occupations**

Guards protect property, maintain security, and enforce regulations and standards of conduct in the establishments at which they work. Related security and protective service occupations include law enforcement officers, bailiffs, correctional officers, house or store detectives, and private investigators.

**Sources of Additional Information**

Further information about work opportunities for guards is available from local security and guard firms and State employment service offices. Information about licensing requirements for guards may be obtained from the State licensing commission or the State police department. In States where local jurisdictions establish licensing requirements, contact a local government authority such as the sheriff, county executive, or city manager.

**Police and Detectives**

(O\*Net 21911C, 61005, 63011A, 63011B, 63014A, 63014B, 63021, 63023, 63026, 63028A, 63028B, 63032, 63038, and 63041)

**Significant Points**

- Police work can be dangerous and stressful.
- The number of qualified candidates exceeds the number of job openings in Federal and State law enforcement agencies but is inadequate to meet growth and replacement needs in many local and special police departments.
- The largest number of employment opportunities will arise in urban communities with relatively low salaries and high crime rates.

**Nature of the Work**

People depend on police officers and detectives to protect their lives and property. Law enforcement officers, some of whom are State or Federal special agents or inspectors, perform these duties in a variety of ways, depending on the size and type of their organization. In most jurisdictions, they are expected to exercise authority when necessary, whether on or off duty.

According to the Bureau of Justice Statistics, about 65 percent of State and local law enforcement officers are uniformed personnel, who regularly patrol and respond to calls for service. Police officers who work in small communities and rural areas have general law enforcement duties. They may direct traffic at the scene of a fire, investigate a burglary, or give first aid to an accident victim. In large police departments, officers usually are assigned to a specific type of duty. Many urban police agencies are becoming more involved in

community policing—a practice in which an officer builds relationships with the citizens of local neighborhoods and mobilizes the public to help fight crime.

Police agencies are usually organized into geographic districts, with uniformed officers assigned to patrol a specific area, such as part of the business district or outlying residential neighborhoods. Officers may work alone, but in large agencies they often patrol with a partner. While on patrol, officers attempt to become thoroughly familiar with their patrol area and remain alert for anything unusual. Suspicious circumstances and hazards to public safety are investigated or noted, and officers are dispatched to individual calls for assistance within their district. During their shift, they may identify, pursue, and arrest suspected criminals, resolve problems within the community, and enforce traffic laws.

Some police officers specialize in such diverse fields as chemical and microscopic analysis, training and firearms instruction, or handwriting and fingerprint identification. Others work with special units such as horseback, bicycle, motorcycle or harbor patrol, canine corps, or special weapons and tactics (SWAT) or emergency response teams. About 1 in 10 local and special law enforcement officers perform jail-related duties, and around 4 percent work in courts. Regardless of job duties or location, police officers and detectives at all levels must write reports and maintain meticulous records that will be needed if they testify in court.

*Detectives* are plainclothes investigators who gather facts and collect evidence for criminal cases. Some are assigned to interagency task forces to combat specific types of crime. They conduct interviews, examine records, observe the activities of suspects, and participate in raids or arrests. Detectives and State and Federal agents and inspectors usually specialize in one of a wide variety of violations such as homicide or fraud. They are assigned cases on a rotating basis and work on them until an arrest and conviction occurs or until the case is dropped.

*Sheriffs and deputy sheriffs* enforce the law on the county level. Sheriffs are usually elected to their posts and perform duties similar to those of a local or county police chief. Sheriffs' departments tend to be relatively small, most having fewer than 25 sworn officers. A deputy sheriff in a large agency will have similar specialized law enforcement duties as an officer in an urban police department. Nationwide, about 40 percent of full-time sworn deputies are uniformed officers assigned to patrol and respond to calls, 12 percent are investigators, 30 percent are assigned to jail-related duties, and 11 percent perform court-related duties, with the balance in administration. Police and sheriffs' deputies who provide security in city and county courts are sometimes called bailiffs.

*State police officers* (sometimes called State troopers or highway patrol officers) arrest criminals Statewide and patrol highways to enforce motor vehicle laws and regulations. Uniformed officers are best known for issuing traffic citations to motorists who violate the law. At the scene of accidents, they may direct traffic, give first aid, and call for emergency equipment. They also write reports used to determine the cause of the accident. State police officers are frequently called upon to render assistance to other law enforcement agencies.

State law enforcement agencies operate in every State except Hawaii. Seventy percent of the full-time sworn personnel in the 49 State police agencies are uniformed officers who regularly patrol and respond to calls for service. Fifteen percent are investigators; 2 percent are assigned to court-related duties; and the remaining 13 percent work in administrative or other assignments.

Public college and university police forces, public school district police, and agencies serving transportation systems and facilities are examples of special police agencies. There are more than 1,300 of these agencies with special geographic jurisdictions or enforcement responsibilities in the United States. More than three-fourths of the sworn personnel in special agencies are uniformed officers, and about 15 percent are investigators.

The Federal Government maintains a high profile in many areas of law enforcement. The Department of Justice is the largest employer of sworn Federal officers. *Federal Bureau of Investigation (FBI)* agents are the Government's principal investigators, responsible for

investigating violations of more than 260 statutes and conducting sensitive national security investigations. Agents may conduct surveillance, monitor court-authorized wiretaps, examine business records, investigate white-collar crime, track the interstate movement of stolen property, collect evidence of espionage activities, or participate in sensitive undercover assignments. The FBI investigates organized crime, public corruption, financial crime, fraud against the government, bribery, copyright infringement, civil rights violations, bank robbery, extortion, kidnapping, air piracy, terrorism, foreign counterintelligence, interstate criminal activity, drug trafficking, and other violations of Federal statutes.

*Drug Enforcement Administration (DEA)* agents enforce laws and regulations relating to illegal drugs. Not only is the DEA the lead agency for domestic enforcement of Federal drug laws, but it also has sole responsibility for coordinating and pursuing U.S. drug investigations abroad. Agents may conduct complex criminal investigations, carry out surveillance of criminals, and infiltrate illicit drug organizations using undercover techniques.

*U.S. marshals and deputy marshals* protect the Federal courts and ensure the effective operation of the judicial system. They provide protection for the Federal judiciary, transport Federal prisoners, protect Federal witnesses, and manage assets seized from criminal enterprises. In addition, the Marshals Service pursues and arrests 55 percent of all Federal fugitives, more than all other Federal agencies combined.

*Immigration and Naturalization Service (INS)* agents and inspectors facilitate the entry of legal visitors and immigrants to the United States and detain and deport those arriving illegally. They consist of border patrol agents, immigration inspectors, criminal investigators

and immigration agents, and detention and deportation officers. Nearly half of sworn INS officers are border patrol agents. *U.S. Border Patrol agents* protect more than 8,000 miles of international land and water boundaries. Their missions are to detect and prevent the smuggling and unlawful entry of undocumented aliens into the United States, apprehend those persons found in violation of the immigration laws, and interdict contraband, such as narcotics. *Immigration inspectors* interview and examine people seeking entrance to the United States and its territories. They inspect passports to determine whether people are legally eligible to enter the United States. Immigration inspectors also prepare reports, maintain records, and process applications and petitions for immigration or temporary residence in the United States.

Special agents and inspectors employed by the U.S. Department of the Treasury work for the Bureau of Alcohol, Tobacco, and Firearms, the Customs Service, and the Secret Service. *Bureau of Alcohol, Tobacco, and Firearms (ATF)* agents regulate and investigate violations of Federal firearms and explosives laws, as well as Federal alcohol and tobacco tax regulations. *Customs agents* investigate violations of narcotics smuggling, money laundering, child pornography, customs fraud, and enforcement of the Arms Export Control Act. Domestic and foreign investigations involve the development and use of informants, physical and electronic surveillance, and examination of records from importers/exporters, banks, couriers, and manufacturers. They conduct interviews, serve on joint task forces with other agencies, and get and execute search warrants.

*Customs inspectors* inspect cargo, baggage, and articles worn or carried by people and carriers including vessels, vehicles, trains and aircraft entering or leaving the U.S. to enforce laws governing imports and exports. These inspectors examine, count, weigh, gauge, measure, and sample commercial and noncommercial cargoes entering and leaving the United States. Customs inspectors seize prohibited or smuggled articles, intercept contraband, and apprehend, search, detain, and arrest violators of U.S. laws. *U.S. Secret Service* special agents protect the President, Vice President, and their immediate families, Presidential candidates, ex-Presidents, and foreign dignitaries visiting the United States. Secret Service agents also investigate counterfeiting, forgery of Government checks or bonds, and fraudulent use of credit cards.

The U.S. Department of State *Bureau of Diplomatic Security* special agents are engaged in the battle against terrorism and their numbers are expected to grow rapidly as the threat of terrorism increases. Overseas, they advise ambassadors on all security matters and manage a complex range of security programs designed to protect personnel, facilities, and information. In the United States, they investigate passport and visa fraud, conduct personnel security investigations, issue security clearances, and protect the Secretary of State and a number of foreign dignitaries. They also train foreign civilian police and administer counter-terrorism and counter-narcotics reward programs.

Other Federal agencies employ police and special agents with sworn arrest powers and the authority to carry firearms. These agencies include the U.S. Postal Service, the Bureau of Indian Affairs Office of Law Enforcement under the Department of the Interior, the U.S. Forest Service under the Department of Agriculture, the National Park Service under the Department of the Interior, and Federal Air Marshals under the Department of Transportation. Other police agencies have evolved from the need for security for the agency's property and personnel. The largest such agency is the General Services Administration's Federal Protective Service, which provides security for Federal workers, buildings, and property.

### Working Conditions

Police work can be very dangerous and stressful. In addition to the obvious dangers of confrontations with criminals, officers need to be constantly alert and ready to deal appropriately with a number of other threatening situations. Many law enforcement officers witness death and suffering resulting from accidents and criminal behavior. A career in law enforcement may take a toll on officers' private lives.



*Police officers often specialize in a particular field of law enforcement.*

Uniformed officers, detectives, agents, and inspectors are usually scheduled to work 40-hour weeks, but paid overtime is common. Shift work is necessary because protection must be provided around the clock. Junior officers frequently work weekends, holidays, and nights. Police officers and detectives are required to work at any time their services are needed and may work long hours during investigations. In most jurisdictions, whether on or off duty, officers are expected to be armed and to exercise their arrest authority whenever necessary.

The jobs of some Federal agents such as U.S. Secret Service and DEA special agents require extensive travel, often on very short notice. They may relocate a number of times over the course of their careers. Some special agents in agencies such as the U.S. Border Patrol work outdoors in rugged terrain for long periods and in all kinds of weather.

### Employment

Police and detectives held about 764,000 jobs in 1998. About 64 percent of police detectives and investigators were employed by local governments, primarily in cities with more than 25,000 inhabitants. Some cities have very large police forces, while hundreds of small communities employ fewer than 25 officers each. State police agencies employed about 11 percent of all police, detectives, and investigators; and various Federal agencies employed the other 25 percent. Seventy local, special, and State agencies employed 1,000 or more full-time sworn officers, including 41 local police agencies, 15 State police agencies, 12 sheriffs' departments, and two special police agencies—the New York City public school system and the Port Authority of New York/New Jersey.

### Training, Other Qualifications, and Advancement

Civil service regulations govern the appointment of police and detectives in practically all States, large municipalities, and special police agencies, as well as in many smaller ones. Candidates must be U.S. citizens, usually at least 20 years of age, and must meet rigorous physical and personal qualifications. Physical examinations for entrance into law enforcement often include tests of vision, hearing, strength, and agility. Eligibility for appointment usually depends on performance in competitive written examinations and previous education and experience. In larger departments, where the majority of law enforcement jobs are found, applicants usually must have at least a high school education. Federal and State agencies typically require a college degree.

Because personal characteristics such as honesty, judgment, integrity, and a sense of responsibility are especially important in law enforcement, candidates are interviewed by senior officers, and their character traits and backgrounds are investigated. In some agencies, candidates are interviewed by a psychiatrist or a psychologist, or given a personality test. Most applicants are subjected to lie detector examinations or drug testing. Some agencies subject sworn personnel to random drug testing as a condition of continuing employment. Candidates for these positions should enjoy working with people and meeting the public.

The FBI has the largest number of special agents. To be considered for appointment as an FBI agent, an applicant either must be a graduate of an accredited law school or a college graduate with a major in accounting, fluency in a foreign language, or 3 years of full-time work experience. All new agents undergo 16 weeks of training at the FBI academy on the U.S. Marine Corps base in Quantico, Virginia.

Applicants for special agent jobs with the U.S. Department of Treasury's Secret Service and the Bureau of Alcohol, Tobacco, and Firearms must have a bachelor's degree or a minimum of 3 years' work experience. Prospective special agents undergo 10 weeks of initial criminal investigation training at the Federal Law Enforcement Training Center in Glynco, Georgia and another 17 weeks of specialized training with their particular agencies.

Applicants for special agent jobs with the U.S. Drug Enforcement Administration (DEA) must have a college degree and either 1 year of experience conducting criminal investigations, 1 year of graduate school, or have achieved at least a 2.95 grade point average while in college.

DEA special agents undergo 14 weeks of specialized training at the FBI Academy in Quantico, Virginia.

Postal inspectors must have a bachelor's degree and 1 year of work experience. It is desirable that they have one of several professional certifications, such as that of certified public accountant. They also must pass a background suitability investigation, meet certain health requirements, undergo a drug screening test, possess a valid State driver's license, and be a U.S. citizen between 21 and 36 years of age when hired.

Law enforcement agencies are encouraging applicants to take postsecondary school training in law enforcement-related subjects. Many entry-level applicants for police jobs have completed some formal postsecondary education and a significant number are college graduates. Many junior colleges, colleges, and universities offer programs in law enforcement or administration of justice. Other courses helpful in preparing for a career in law enforcement include accounting, finance, electrical engineering, computer science, and foreign languages. Physical education and sports are helpful in developing the competitiveness, stamina, and agility needed for many law enforcement positions. Knowledge of a foreign language is an asset in many Federal agencies and urban departments.

Before their first assignments, officers usually go through a period of training. In State and large local departments, recruits get training in their agency's police academy, often for 12 to 14 weeks. In small agencies, recruits often attend a regional or State academy. Training includes classroom instruction in constitutional law and civil rights, State laws and local ordinances, and accident investigation. Recruits also receive training and supervised experience in patrol, traffic control, use of firearms, self-defense, first aid, and emergency response. Police departments in some large cities hire high school graduates who are still in their teens as police cadets or trainees. They do clerical work and attend classes for usually 1 to 2 years, at which point they reach the minimum age requirement and may be appointed to the regular force.

Police officers usually become eligible for promotion after a probationary period ranging from 6 months to 3 years. In a large department, promotion may enable an officer to become a detective or specialize in one type of police work, such as working with juveniles. Promotions to corporal, sergeant, lieutenant, and captain usually are made according to a candidate's position on a promotion list, as determined by scores on a written examination and on-the-job performance.

Continuing training helps police officers, detectives, and special agents improve their job performance. Through police department academies, regional centers for public safety employees established by the States, and Federal agency training centers, instructors provide annual training in self-defense tactics, firearms, use-of-force policies, sensitivity and communications skills, crowd-control techniques, relevant legal developments, and advances in law enforcement equipment. Many agencies pay all or part of the tuition for officers to work toward degrees in criminal justice, police science, administration of justice, or public administration, and pay higher salaries to those who earn such a degree.

### Job Outlook

The opportunity for public service through law enforcement work is attractive to many because the job is challenging and involves much personal responsibility. Furthermore, law enforcement officers in many agencies may retire with a pension after 20 or 25 years of service, allowing them to pursue a second career while still in their 40s. Because of relatively attractive salaries and benefits, the number of qualified candidates exceeds the number of job openings in Federal law enforcement agencies and in most State, local, and special police departments—resulting in increased hiring standards and selectivity by employers. Competition is expected to remain keen for the higher paying jobs with State and Federal agencies and police departments in more affluent areas. Applicants with college training in police science, military police experience, or both should have the best opportunities. Opportunities will be best in urban communities whose departments offer relatively low salaries and where the crime rate is relatively high.

Employment of police officers and detectives is expected to increase faster than the average for all occupations through 2008. A more security-conscious society and concern about drug-related crimes should contribute to the increasing demand for police services. At the local and State levels, growth is likely to continue as long as crime remains a serious concern. However, employment growth at the Federal level will be tempered by continuing budgetary constraints faced by law enforcement agencies. Turnover in police and detective positions is among the lowest of all occupations. Even so, the need to replace workers who retire, transfer to other occupations, or stop working for other reasons will be the source of many job openings.

The level of government spending determines the level of employment for police officers, detectives, and special agents. The number of job opportunities, therefore, can vary from year to year and from place to place. Layoffs, on the other hand, are rare because retirements enable most staffing cuts to be handled through attrition. Trained law enforcement officers who lose their jobs because of budget cuts usually have little difficulty finding jobs with other agencies.

### Earnings

In 1998, the median salary of police and detective supervisors was \$48,700 a year. The middle 50 percent earned between \$37,130 and \$69,440; the lowest 10 percent were paid less than \$28,780, while the highest 10 percent earned over \$84,710 a year.

In 1998, the median salary of detectives and criminal investigators was \$46,180 a year. The middle 50 percent earned between \$35,540 and \$62,520; the lowest 10 percent were paid less than \$27,950, and the highest 10 percent earned over \$80,120 a year.

Police patrol officers had a median salary of \$37,710 in 1998. The middle 50 percent earned between \$28,840 and \$47,890; the lowest 10 percent were paid less than \$22,270, while the highest 10 percent earned over \$63,530 annually.

Sheriffs and deputy sheriffs had a median annual salary of \$28,270 in 1998. The middle 50 percent earned between \$23,310 and \$36,090; the lowest 10 percent were paid less than \$19,070, and the highest 10 percent earned over \$44,420.

Federal law provides special salary rates to Federal employees who serve in law enforcement. Additionally, Federal special agents and inspectors receive law enforcement availability pay (LEAP) or administratively uncontrolled overtime (AUO)—equal to 25 percent of the agent's grade and step—awarded because of the large amount of overtime that these agents are expected to work. For example, in 1999 FBI agents enter service as GS 10 employees on the government pay scale at a base salary of \$34,400, yet earned about \$43,000 a year with availability pay. They can advance to the GS 13 grade level in field non-supervisory assignments at a base salary of \$53,800 which is worth almost \$67,300 with availability pay. Promotions to supervisory, management, and executive positions are available in grades GS 14 and GS 15, which pay a base salary of about \$63,600 or \$74,800 a year, respectively, and equaled \$79,500 or \$93,500 per year, including availability pay. Salaries were slightly higher in selected areas where the prevailing local pay level was higher. Because Federal agents may be eligible for a special law enforcement benefits package, applicants should ask their recruiter for more information.

The International City-County Management Association's annual Police and Fire Personnel, Salaries, and Expenditures Survey revealed that 84 percent of the municipalities surveyed provided police services in 1997. The following pertains to sworn full-time positions in 1997.

<i>Title</i>	<i>Minimum annual base salary</i>	<i>Maximum annual base salary</i>
Police officer	\$28,200	\$38,500
Police Corporal	31,900	39,000
Police Sergeant	38,200	45,100
Police Lieutenant	42,900	51,200
Police Captain	46,500	56,600
Deputy Chief	48,400	59,800
Police Chief	56,300	69,600

Total earnings for local, State, and special police and detectives frequently exceed the stated salary because of payments for overtime, which can be significant. In addition to the common benefits—paid vacation, sick leave, and medical and life insurance—most police and sheriffs' departments provide officers with special allowances for uniforms. Because police officers usually are covered by liberal pension plans, many retire at half-pay after 20 or 25 years of service.

### Related Occupations

Police and detectives maintain law and order. Workers in related occupations include correctional officers, guards, and fire marshals.

### Sources of Additional Information

Information about entrance requirements may be obtained from Federal, State, and local law enforcement agencies.

Further information about qualifications for employment as an FBI Special Agent is available from the nearest State FBI office. The address and phone number are listed in the local telephone directory. Internet: <http://www.fbi.gov>

Information about qualifications for employment as a DEA Special Agent is available from the nearest DEA office, or call (800) DEA-4288. Internet: <http://www.usdoj.gov/dea>

Information about career opportunities, qualifications, and training to become a deputy marshal is available from:

✦ United States Marshals Service, Employment and Compensation Division, Field Staffing Branch, 600 Army Navy Dr., Arlington, VA 2220. Internet: <http://www.usdoj.gov/marshals>

Career opportunities, qualifications, and training for U.S. Secret Service Special Agents is available from:

✦ U.S. Secret Service, Personnel Division, Room 912, 1800 G St. NW., Washington, DC 20223. Internet: <http://www.ustras.gov/usss>

Information on career opportunities and Bureau of Alcohol, Tobacco and Firearms operations by writing to:

✦ U.S. Bureau of Alcohol, Tobacco and Firearms, Personnel Division, 650 Massachusetts Avenue NW., Room 4170, Washington, DC 20226. Internet: <http://www.atf.treas.gov>

Information about careers in the United States Border Patrol is available from:

✦ U.S. Border Patrol, Chester A. Arthur Building, 425 I St. NW, Washington DC 20536.

Internet: <http://www.ins.usdoj.gov/bpmain/index.htm>

## Private Detectives and Investigators

(O\*Net 63035)

### Significant Points

- Work hours are often irregular for beginning detectives and investigators, many of whom work part time.
- Most applicants have related experience in other areas, such as law enforcement, insurance, or the military.
- Stiff competition is expected for better paying jobs because of the large number of qualified people who are attracted to this occupation.

### Nature of the Work

Private detectives and investigators use many means to determine the facts in a variety of matters. To carry out investigations, they may use various types of surveillance or searches. To verify facts, such as an individual's place of employment or income, they may make phone calls or visit a subject's workplace. In other cases, especially those involving missing persons and background checks, investigators often interview people to gather as much information as possible about an individual. In all cases, private detectives and investigators assist attorneys, businesses, and the public with a variety of legal, financial, and personal problems.